



The West Fargo City Commission met on Monday, April 15, 2013, at 5:30 P.M. Those present were Rich Mattern, Mark Simmons, Mike Thorstad, Duane Hanson and Mark Wentz. The meeting was called to order by Rich Mattern, President of the Board.

The Pledge of Allegiance was recited.

Commissioner Mattern stated that Games of Chance for Sandhill Archers, Inc. and Dale Sorlie ALS Benefit are to be added to the Consent Agenda and that Item No. b of the Consent Agenda is to be moved to the Regular Agenda. Commissioner Thorstad moved and Commissioner Hanson seconded to approve the Order of Agenda as amended. No opposition. Motion carried.

Commissioner Simmons moved and Commissioner Wentz seconded to approve the Minutes of April 1, 2013 and the Board of Equalization Minutes of April 9, 2013. No opposition. Motion carried.

The Commission reviewed Building Permits #73 - 107 along with the Building Department Activity Report dated April 15, 2013.

There were no Commissioner Committee Reports.

The Auditor's Reports for March 2013 were received by the City Commission.

There were no Department Reports.

Commissioner Hanson moved and Commissioner Wentz seconded to approve the following items on the Consent Agenda:

Bills

Appointment of Scott Diamond as secondary Alternate Municipal Judge for the City of West Fargo (Page 32)

Games of Chance: Raffle for Michael Jacobson Benefit May 10, 2013, at VFW (Page 33)

Public Hearing May 6, 2013 at 5:45 PM for rezoning of South Pond at the Preserve 7<sup>th</sup> Addition from Agricultural and Mixed, One & Two Family Dwellings to Single Family Dwellings (Pages 34 – 35)

Sewer, Water, Storm and Street Improvement District No. 1257 (Oak Ridge 4<sup>th</sup> Addition): Approve Engineer's Report and authorize preparation of Plans and Specifications (Pages 36 – 39)

Sewer, Water, Storm and Street Improvement District No. 1256 (Charleswood 29<sup>th</sup> Addition) Approve Plans and Specifications and authorize Advertisement for Bids with bid opening on May 2, 2013 (Pages 40 – 41)

Sewer and Water Improvement District No. 1255 (Shadow Creek 4<sup>th</sup> Addition): Approve Engineer's Report, authorize Preparation of Plans and Specifications, approve Plans and Specifications, and authorize Advertisement for Bids with bid opening on May 16, 2013 (Pages 42 – 45)

Sewer, Water, Storm and Street Improvement District No. 1254 (South Pond at The Preserve 7<sup>th</sup> Addition): Approve Plans and Specifications and authorize Advertisement for Bids with bid opening on May 16, 2013 (Pages 46 – 47)

Moore Engineering for 2013 West Fargo Flood Assistance Engineering Services (Page 48)

Games of Chance for Sandhill Archers, Inc. for Raffle to be held April 23, 2013 at the West Fargo VFW

Games of Chance for Dale Sorlie ALS Benefit for Raffle to be held May 11, 2013 at the West Fargo VFW

No opposition. Motion carried.

Mark Vaux appeared before the Commission on the façade grant application for Bordertown at 807 Main Avenue East, West Fargo, ND and advised that the Economic Development Advisory Committee approved unanimously to support Troy Goering's request. After discussion, Commissioner Hanson moved and Commissioner Thorstad seconded to approve the façade grant request for the full \$20,000 grant/loan as recommended by Staff. No opposition. Motion carried.

Senior Planner Steven Zimmer appeared before the Commission on West Lake 3<sup>rd</sup> Addition and advised that the Planning & Zoning Commission recommended approval of the rezoning and Final Plat. Commissioner Thorstad moved and Commissioner Simmons seconded to approve Second Reading of Ordinance No. 954 on the rezoning of West Lake 3<sup>rd</sup> Addition from Multiple Dwellings District to Planned Unit Development District and to approve the Final Plat of West Lake 3<sup>rd</sup> Addition subject to the conditions listed in the Staff Report. No opposition. Motion carried.

Senior Planner Steven Zimmer appeared before the Commission on Dakota Territory 13<sup>th</sup> Addition, a replat. City Engineer Kevin Bucholz also appeared before the Commission. After discussion, Commissioner Hanson moved and Commissioner Wentz seconded to approve the Final Plat with conditions based on request's consistency with City Plans and Ordinances. No opposition. Motion carried.

Senior Planner Steven Zimmer appeared before the Commission on Charleswood 30<sup>th</sup> Addition, a replat. City Engineer Kevin Bucholz also appeared before the Commission. Commissioner Simmons moved and Commissioner Thorstad seconded to approve the Final Plat of Charleswood 30<sup>th</sup> Addition subject to the conditions listed in the Staff Report. No opposition. Motion carried.

Senior Planner Steven Zimmer appeared before the Commission on Burlington 7<sup>th</sup> Addition, a Replat, and advised that currently there is no signed Developer's Agreement. After discussion, Commissioner Hanson moved and Commissioner Wentz seconded to approve the Final Plat of Burlington 7<sup>th</sup> Addition subject to the conditions listed in the Staff Report and contingent upon the City receiving a Developer's Agreement. No opposition. Motion carried.

Senior Planner Steven Zimmer appeared before the Commission on the West Fargo Downtown Development Corporation and requested approval of Staff time to start the process of creating a Community Development Corporation to include City Auditor James Brownlee, City Attorney Brian Neugebauer, Planning & Zoning Staff and a Commissioner as well as an equal number of businessmen. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to allow Staff time to start the process. No opposition. Motion carried. Commissioner Simmons asked that the Commission be kept up to date on the amount of accumulated Staff time.

City Engineer Kevin Bucholz appeared before the Commission on Sewer, Water, Storm & Street Improvement District No. 1249 (Brooks Harbor 1<sup>st</sup> Addition) and recommended to award the contract to R & R Excavating for their bid amount of \$4,806,067.50. Commissioner Wentz moved and Commissioner Simmons seconded to award the contract to R & R Excavating for their bid of \$4,806,067.50 as recommended by City Engineer Kevin Bucholz. No opposition. Motion carried.

Commissioner Mattern stated that the next item for discussion was the renewal of the Dow Services Janitorial Contract for May 1, 2013 to April 30, 2014 which was moved from the Consent Agenda. City Attorney Brian Neugebauer stated that the City can send out request for proposals. After discussion, Commissioner Simmons moved and Commissioner Wentz seconded that Request for Proposals be requested for the janitorial services. No opposition. Motion carried.

There were no Non-Agenda items.

City Auditor James Brownlee gave the following report:

Greater Fargo Moorhead EDC 2013 Annual Meeting is April 25, 2013.  
Contact him if interested in attending and he will RSVP

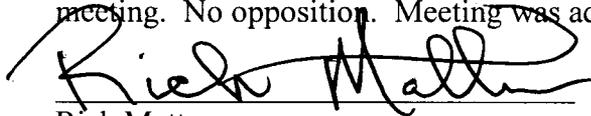
Provided a list of bills in the legislature and action taken

Joint Quarterly meeting with City/Park/School officials is April 18, 2013 at 9AM. Contact him with any items for the Agenda

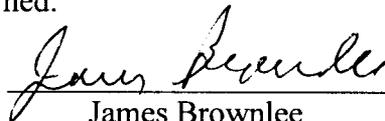
Reviewed assessment information from Diversion Project Assessment Committee (DPAC)

There was no correspondence.

Commissioner Hanson moved and Commissioner Wentz seconded to adjourn the meeting. No opposition. Meeting was adjourned.



Rich Mattern  
President of the Board



James Brownlee  
City Auditor